

## Chapter 12

**HEALTH AND HUMAN SERVICES\***

- Art. I. In General, §§12-1 - 12-17**
- Art. II. Health and Human Services Department, §§12-18 - 12-20**
- Art. III. Recombinant DNA Research, §§12-21 - 12-39**
- Art. IV. Emergency Relief Fund, §§12-40 - 12-49**
- Art. V. Human Rights Commission and Advisory Council, §§12-50 - 59**
- Art. VI. Youth Commission, §§12-60 - 12-65**
- Art. VII. Health Care Advisory Committee, §§12-66 - 12-69**

**ARTICLE I.  
IN GENERAL**

**Sec. 12-1. Change of certificate of habitability.**

Whenever an apartment, tenement, or room in a lodging house is vacated by the occupant thereof, or when an area in an existing building is converted to a condominium, it must be certified by the commissioner of health and human service, prior to being reoccupied by a new tenant, lodger or occupant, as meeting the standards set forth in "The State Sanitary Code, Chapter 11, Minimum Standards of Fitness for Human Habitation" as promulgated and from time to time amended by the Department of Public Health of the Commonwealth of Massachusetts under the authority of General Laws, Chapter 111, Section 127A. Each apartment, tenement or room in a lodging house shall be required to be certified only once in any given twenty-four month period. Condominiums are to be certified only at the time of the initial conversion. Electricity may be ordered turned off by the commissioner of health and human service if such apartment, tenement, room in a lodging house or condominium unit is not certified as being fit for human habitation. If inspection is not made within forty-eight hours after notification is received by the Newton health and human services department that the apartment, tenement or room in a lodging house is vacated or that the condominium conversion is completed, a temporary certificate of habitability may be issued upon request of the owner filed with the commissioner of health and human services, pending inspection. A temporary certificate of habitability may also be issued if, in the judgment of the commissioner of health and human services or his duly authorized agents, the owner is entitled to a reasonable period of time to make necessary repairs and the health and safety of the occupant is not thereby endangered. Certificates of habitability and temporary certificates of habitability shall be issued by the commissioner of health and human services or his duly authorized agents. Before electricity is ordered to be shut off by the commissioner of health and human services, the owner or person in control of the premises shall be given and receive three (3) days notice that such action is to be taken. (Rev. Ords. 1973, § 8-3; Ord. No. R-151, 6-1-81; Ord. No. S-306, 3-21-88; Ord. No. X-175, 05-26-05)

**Cross reference**—Licensing and permits generally, Ch. 17

**Secs. 12-2—12-17. Reserved.**


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\* **Cross references**—Animals and fowl, Ch. 3; recycling and trash, Ch. 11; zones of quiet around hospitals established, § 19-4; taxicabs carrying persons with contagious diseases prohibited, § 19-309

**State law references**—Health generally, G.L. c. 111; crimes against public health, G.L. c. 270

## ARTICLE II. HEALTH AND HUMAN SERVICES DEPARTMENT

### Sec. 12-18. Department established.

(a) There is hereby established a health and human services department which shall be under the charge of the commissioner of health and human services.

(b) The department shall carry out all public health functions of the city.

(c) The department shall carry out human services functions whose purpose shall be to foster, through community effort or otherwise, goodwill, cooperation and conciliation among the groups and elements of the inhabitants of the city. The department shall work towards the enrichment of the lives of all the citizens of Newton by promoting programs that develop better understanding among persons of different races, sexes, ages, colors, religious and ethnic groups, and which shall help create better communication among all of the residents of the city. The department shall operate a volunteer services program.

(d) The department shall coordinate the functions of the following boards and commissions, and shall aid in implementing their policies and programs: human rights commission and its advisory council; youth commission and its advisory board; advisory council of health; and the board of license commissioners.

(e) The department shall carry out the execution of those statutes of the commonwealth and ordinances of the city relating to weighing and measuring devices and the prevention of the giving of false or insufficient weight or measure, and shall in this capacity serve as and be the sealer of weights and measures, as referenced in the applicable general laws, including but not limited to G.L. c. 98 §34, as amended. (Rev. Ords. 1973, § 8-1; Ord. No. X-175, 05-26-05; Ord. No. Z-98, 11-21-11; Ord. No. Z-103, 04-02-12)

**Cross references**—Inspections of food sold by hawkers and peddlers, § 17-42; Human Rights Commission Ch. 12, Art. V.; Youth commission §12-60 et seq; Advisory Council of Health §12-20.

**State law references**— G.L. c. 111 generally; G.L. c. 111 sections 26A to 26E.

**Editor's Note**— Ord. No. X-175 established a health and human services department, and a department of senior services (see chapter 14). Prior to such reorganization, there was a health department and a separate human services department.

### Sec. 12-19. Commissioner; qualifications; health duties.

(a) There shall be a commissioner of health and human services who shall either (1) be the holder of a graduate degree in medicine, public health, public administration or a related field with at least two years full time administrative experience in the organization, management or delivery of public health or health care services, or (2) have any equivalent combination of education and experience in health or health care.

(b) The commissioner shall have all of the powers and duties of a commissioner of health as provided in the General Laws.

(c) The commissioner shall cause to be made all bacteriological examinations. In case of the prevalence or impendency of any infectious or contagious disease within the city, he shall give to the mayor and the board of aldermen such advice and assistance as may be required by them. (Rev. Ords. 1973, § 8-1; Ord. No. X-175, 05-26-05)

**State law reference**— chapter 148 of the Acts of 1980.

### Sec. 12-20. Advisory council of health.

There shall be within the health and human services department an advisory council of health as provided in General Laws, chapter 111, sections 26A and 26C. (Rev. Ords. 1973, § 8-2; Ord. No. X-175, 05-26-05)

**Cross references**—Regulations governing appointment and service on commissions, boards, committees and councils, § 2-8; council on aging, Ch. 14, Art. II.

### ARTICLE III. RECOMBINANT DNA RESEARCH

#### **Sec. 12-21. Regulation of recombinant DNA technology.**

(a) All recombinant deoxyribonucleic acid (DNA) research or technology in the City of Newton shall be undertaken only in strict conformity with the "Guidelines", so called, of the National Institutes of Health (NIH), by other Federal Agencies, or by Act of Congress, and in conformity also with such other health regulations as the commissioner of health and human services may from time to time promulgate or as the Newton biosafety committee (NBC) may adopt.

(b) In the context of this article the following definitions are adopted:

- (1) *Recombinant DNA molecules (rDNA)*, and organisms and viruses containing rDNA, are those defined in the NIH Guidelines promulgated in the Federal Register on July 1, 1981.
- (2) An *institution* is any person, group of persons, business entity, association or any other organization, whether public or private, for profit or non-profit.
- (3) *Guidelines* are defined as:
  - a) National Institutes of Health Guidelines for Research involving Recombinant DNA Molecules, published in the Federal Register on August 27, 1982, and any subsequent federal amendment thereto recommended by the commissioner of health and human services and approved by the NBC.
  - b) National Institutes of Health Physical Containment Recommendations for Large Scale Use of Organisms Containing Recombinant DNA Molecules, as published in the Federal Register of April 11, 1980, and any subsequent federal amendment thereto recommended by the commissioner of health and adopted by the NBC.
  - c) Administrative Practices Supplement to the NIH Guidelines for Research Involving Recombinant DNA Molecules, as issued by the Office of Recombinant DNA Activities, November, 1980, and any subsequent federal amendment thereto recommended by the commissioner of health and human services and adopted by the NBC.
- (4) *Large-scale* means the use, for the purpose of containing recombinant DNA culture media, of any stainless steel vessel which has a volume greater than sixteen liters, or such use of any non-stainless steel vessel which has a volume greater than ten liters. (Ord. No. R-237, 3-15-82; Ord. No. T-319, 12-20-93; Ord. No. X-175, 5-26-2005)

#### **Sec. 12-22. Newton biosafety committee.**

(a) There shall be a Newton biosafety committee (NBC) which shall be comprised of nine (9) members which include the following:

The commissioner of health and human services;

Two (2) members of the Newton health advisory council, appointed by the commissioner of health;

Three (3) members appointed by the mayor, at least one of whom is a scientist knowledgeable in the field of rDNA research and technology. The other two shall represent the fields of public health, occupational health, infectious disease or environmental health.

Three (3) members appointed by the board of aldermen, at least one of whom represents the fields of public health, occupational health, infectious disease or environmental health.

Members appointed by the mayor and the board of aldermen shall serve three (3) year terms; provided however, that of the first three members appointed to the committee by the mayor and the board of aldermen one shall serve for a term of one (1) year, one shall serve for a term of two (2) years, and one shall serve for a term of three (3) years. (Ord. No. R-237, 3-15-82; Ord. No. T-319, 12-20-93; Ord. No. X-175, 05-26-06)

#### **Sec. 12-23. Institutional biotechnology committee.**

(a) An institutional biotechnology committee (IBC) must be established for each institution conducting rDNA research or technology. The IBC shall include the commissioner of health and human services and two community representatives with expertise in rDNA research and technology and/or safety issues. One of these representatives shall be appointed by the mayor and one shall be appointed by the board of aldermen for a term of three years. The IBC shall meet at least once a year. Each institution shall name at least three (3) members of its staff to the IBC, including the safety officer.

(b) The IBC shall inspect each facility conducting rDNA research or technology annually and meet at least once annually to enforce these regulations. Each institution shall name a safety officer who shall be responsible for enforcing the policies of the IBC. In addition, the IBC shall immediately notify the commissioner of health and human services and the NBC upon discovery of non-compliance by the institution with any section of this ordinance or the NIH guidelines. (Ord. No. R-237, 3-15-82; Ord. No. T-319, 12-20-93; Ord. No. X-175, 05-26-05)

#### **Sec. 12-24. Permit requirement.**

(a) All institutions planning to conduct rDNA research or to use rDNA technology must obtain a permit from the commissioner of health and human services with the prior approval of the NBC, before commencing said research or technology. Institutions receiving such permits shall conduct research or technology only as specifically set out in its permit application and supporting documents filed with such application.

(b) All institutions requesting a permit from the commissioner of health and human services to commence rDNA research or technology in the Limited Manufacturing Zoning District (Sec. 30-12), the Manufacturing Zoning District (Sec. 30-12), and the Mixed Use 1 and 2 Zoning Districts (Sec. 30-13), must also receive a special permit from the board of aldermen pursuant to section 30-24 prior to the original issuance, but not the renewal, of said permit. Institutions seeking such permit from the commissioner of health and human services must first submit the following to the NBC:

- (1) A completed application form obtained from the Newton health and human services department.
- (2) A plot plan showing the proposed location of the facility and a floor plan showing the internal layout of the facility.
- (3) A listing of all organisms, including containment levels, to be employed in rDNA research or technology, and including the screening process to be performed by institutions conducting rDNA research or technology in order to insure the purity of the strain of host organisms used in the experiments and to test organisms resulting from such experiments for their resistance to commonly used therapeutic antibiotics.

Host organisms obtained from independent laboratories shall undergo the same screening process.

- (4) A plan for systematic monitoring of waste to assure that surviving rDNA organisms will not be released into the environment.
- (5) Establish a training program of safeguards and procedures for personnel using rDNA;
- (6) The institution's health monitoring, health surveillance and safety manuals, together with the plan for an appropriate medical surveillance program as determined by the IBC for all persons engaged in the use of rDNA. Such programs shall include, but shall not necessarily be limited to:
  - a) A pre-employment medical examination for employees. Facilities using rDNA research or technology requiring BL2 or BL3 as defined in the National Institutes of Health (NIH) guidelines published in the Federal Register, as amended, physical containment, or large scale use, shall take employee serum samples at the time of employment and maintain said samples to permit future testing for at least ten years.
  - b) Prompt reporting of significant or potentially related employee illnesses to the IBC.
  - c) Retention of medical and health records for at least ten years. Medical or employee health records shall be made available for inspection and may be used for public health studies.
  - d). Effective rodent and insect control programs must be in place.
- (7) The name of the safety officer who shall be responsible for enforcing the policies of the IBC.
- (8) A plan for orienting representatives of the Newton health and human services, fire and police departments to the physical plant and to procedures to be utilized in the event of an emergency.
- (c) The NDC shall review the institution's application for a permit and supporting documents and make its recommendation of the same to the commissioner of health and human services.
- (d) Not later than sixty (60) days after an institution has commenced rDNA research or technology as determined by the commissioner of health and human services, the institution shall file with the commissioner:
  - (1) The names and qualifications of members of IBC.
  - (2) Copies of Newton building department and Newton fire department certification.
  - (3) Evidence of certification, as necessary, from the Massachusetts Department of Environmental Quality Engineering and the Massachusetts Department of Public Health.
- (e) Permits granted by the commissioner of health and human services shall be renewed annually.
- (f) The fee for a permit granted by the commissioner of health and human services, or annual renewal thereof, shall be \$250. (Ord. No. R-237, 3-15-82; Ord. No. T-319, 12-20-93; Ord. No.X-175, 05-26-05)

#### **Sec. 12-25. Inspection and review.**

- (a) The institution shall allow inspections and review of the procedures and practices of rDNA use for compliance with this ordinance.

(b) The Newton health and human services department shall retain a competent professional person, agency or institution to perform inspections and review. The results shall be reported to the commissioner of health and human services, the NBC and the institution involved.

(c) Inspections will be conducted at least annually.

(d) The institution shall reimburse the city for the direct expense of inspections and review. (Ord. No. R-237, 3-15-82; Ord. No. X-175, 05-26-05)

#### **Sec. 12-26. Procedure for requesting and holding a hearing.**

Institutions denied a permit, or the renewal thereof, or any person aggrieved by the granting of a permit, may request a hearing by filing a written petition with the commissioner of health and human services within ten (10) days from the denial or grant of a permit. Upon receipt of such petition the commissioner of health and human services shall set a time and place for such hearing and shall so inform the petitioner, and the institution if other than the petitioner, in writing. At the hearing the petitioner shall be given an opportunity to be heard and to show why the permit should be granted or denied. (Ord. No. R-237, 3-15-82; Ord. No. X-175, 05-26-05)

#### **Sec. 12-27. Appeal.**

Any institution or person aggrieved by the final decision of the commissioner of health and human services with respect to the denial or grant of a permit may seek relief therefrom in any court of competent jurisdiction, as provided by the laws of this commonwealth. (Ord. No. R-237, 3-15-82)

#### **Sec. 12-28. Restrictions.**

Recombinant DNA use requiring physical containment greater than the BL3 level shall not be permitted in the City of Newton. (Ord. No. R-237, 3-15-82)

#### **Sec. 12-29. Violations.**

An institution which violates any provision of this article shall be subject to a fine of three hundred dollars (\$300.00) per offense, each day of violation constituting a separate and distinct offense. The commissioner of health and human services shall be empowered to enforce this ordinance in any court of competent jurisdiction. In addition to a fine, an institution which violates any provision of this ordinance or whose continued conduct of recombinant DNA technology poses an immediate threat to the public health or environment may be closed by the commissioner of health and human services. Any institution aggrieved by such action of the commissioner of health and human services shall appeal the same under the provisions of Sections 12-25 and 12-26. (Ord. No. R-237, 3-15-82; Ord. no. X-175, 05-26-05)

#### **Sec. 12-30. Severability.**

If any provision(s) or portion(s) of this article or the application of any provision(s) or portion(s) thereof to any person or circumstance is/are held to be invalid, such invalidity shall not affect the validity of the remainder of said provision or other provisions of this article. (Ord. No. R-237, 3-15-82; Ord. No. T-319, 12-20-93; Ord. No. X-175, 05-26-06)

#### **Secs. 12-31—12-39. Reserved.**

### **ARTICLE IV.**

**EMERGENCY RELIEF FUND****Sec. 12-40. Established; purpose.**

This fund, to be known as the Emergency Relief Fund, is established to provide for emergency financial relief to eligible residents of the city of Newton who suffer physical damages to real estate and/or personal property as a result of a backup in a city sewer main. (Rev. Ords. 2001, § 14-18; Ord. No. V-245, 6-7-99; Ord. No. X-175, 05-26-05)

**Sec. 12-41. Eligibility and application.**

In order for a Newton resident to be eligible for a payment from the Emergency Relief Fund, he/she must meet the moderate income schedule annually issued by the U. S. Department of Housing and Urban Development for use in the Community Development Block Grant program. Upon application for receipt of funds pursuant to this ordinance, each applicant shall submit documentation of his/her family's income in a manner satisfactory to the commissioner of health and human services. (Rev. Ords. 2001, § 14-19; Ord. No. V-245, 6-7-99; Ord. No. X-175, 05-26-05)

**Sec. 12-42. Administration.**

The commissioner of health and human services shall administer the Emergency Relief Fund. Upon receipt of an application for emergency financial relief from an eligible resident, the commissioner of health and human services shall expeditiously review the sewer incident, investigate the extent of the emergency and determine what payment shall be made, if any, taking into account the availability of funds. The commissioner of health and human services shall make each such determination on a case by case basis and within his/her sole discretion. In no event shall the commissioner of health and human services expend in excess of five thousand dollars (\$5000) per dwelling unit per incident except upon further approval of the board of aldermen. All funds paid pursuant to this section shall be used solely to replace and repair damaged real or personal property relating to life necessities and/or the habitability of a residence. (Rev. Ords. 2001, § 14-20; Ord. No. V-245, 6-7-99; Ord. No. X-175, 05-26-05)

**Sec. 12-43. Claims and liability.**

The determinations made pursuant to this paragraph shall be made without regard to the city's legal liability in connection with the sewer backup. Any monies paid pursuant to this section shall be considered a set-off against any claim that is made against the city for damage to the same item of real or personal property for which this fund has paid to repair, replace or restore. (Rev. Ords. 2001, § 14-21; Ord. No. V-245, 6-7-99; Ord. No. X-175, 05-26-05)

**Secs. 12-44—12-49. Reserved.****ARTICLE V.  
HUMAN RIGHTS COMMISSION AND ADVISORY COUNCIL****Sec. 12-50. Policy of the city.**

(a) It is the policy of the city to see that each person regardless of race, color, religious creed, national origin, sex, age, disability, ancestry, or sexual orientation, shall have equal opportunity in or access to employment, housing, education, and public accommodations; to assure that each person shall have equal access to and benefit from all public services and licensing; to protect each person in the enjoyment of his/her civil rights; and to encourage and bring about mutual understanding and respect among all persons in the city by the elimination of unlawful

discrimination.

*(b) Policy of the city regarding housing practices:*

- (1) It is the policy of the city to see that each person regardless of race, color, religious creed, national origin, sex, age, genetic information, disability, ancestry, marital status, family status, veteran status or membership in the armed forces of the United States, sexual orientation, or status as a person who is a recipient of federal, state, or local public assistance or who is a tenant receiving federal, state, or local housing subsidies including rental assistance or rental supplements, shall have equal opportunity in or access to housing or housing accommodations offered for sale, lease or rental, including publicly assisted housing accommodations, multiple dwellings, contiguously located housing and other covered housing accommodations within the meaning of M.G.L. Chapter 151B (the Massachusetts Anti-Discrimination Law) and 42 U.S.C. § 3601, *et. seq.* (the Federal Fair Housing Act, as amended).
- (2) It shall be an unlawful practice for any person to engage in any act of discrimination with respect to the sale, lease or rental of housing or housing accommodations in violation of the foregoing policy. For purposes of this paragraph (b), the term “unlawful practice” with respect to the sale, lease or rental of housing or housing accommodations shall have the same meaning as set forth in M.G.L. Chapter 151B and 42 U.S.C. § 3601, *et. seq.* (Rev. Ords. 1973, § 2-282; Ord. No. 55, 2-18-75; Ord. No. 79, 7-28-75; Ord. No. 248, 12-5-77; Ord. No. S-140, 12-16-85; Ord. No. X-175, 05-26-05; Ord. No. X-201, 04-03-06)

**Sec. 12-51. Establishment of commission; membership, term, officers.**

(a) There is hereby established a municipal board to be known as the human rights commission of the city (hereinafter referred to as the commission). The commission shall consist of nine (9) members appointed by the mayor with the approval of the board of aldermen for a term of three (3) years. The members of the commission shall be citizens of the city and shall, so far as practicable, be so selected as to provide representation from the fields of religion, education, and behavioral sciences, industry, law, commerce and labor.

(b) The mayor, with the approval of the board of aldermen, shall appoint each successor to former members of the community relations commission to a term of three (3) years. Appointments to unexpired terms shall not be counted as a term for the person appointed. The members of the commission shall serve without compensation. The commission shall annually elect one of its members as chairperson, and may elect other officers as it may deem necessary, with the approval of the mayor. The commission shall meet at least eleven (11) times a year at regular intervals. The commissioner of the department of health and human services shall be given notice of said meetings and he/she or his/her designee have the right to be present. Five members of the commission shall constitute a quorum and a majority of those present shall be sufficient for any action taken by the commission. (Rev. Ords. 1973, § 2-283; Rev. Ords. 2001, § 14-34; Ord. No. 55, 2-18-75; Ord. No. 79, 7-28-75; Ord. No. S-140, 12-16-85; Ord. No. X-175, 05-26-05)

**Cross reference**—Regulations governing appointment to and service on commissions and committees, § 2-8

**Editor's note**—As amended in 1975, this section provided for members of the then community relations commission to continue as members of the new human rights commission for the remainder of their terms.

**Sec. 12-52. Executive officer.**

There shall be an executive director of the commission. The commissioner of health and human services appointed under section 12-19 or his/her designee shall serve as the executive director, and shall coordinate and perform the administrative duties as determined by the commission. (Rev. Ords. 1973, § 2-284; Rev. Ords. 2001, § 14-35; Ord. No. 55, 2-18-75; Ord. No. 79, 7-28-75; Ord. No. X-175, 05-26-05)

**Sec. 12-53. Function, powers, duties.**

The function of the commission shall be to implement the policy of this article by the exercise of the following powers and duties:

(a) To enlist the cooperation of the various racial, religious and ethnic groups, civic and community organizations, labor organizations, fraternal and benevolent organizations, and other groups in eliminating unlawful discrimination and showing the need for mutual self-respect and the achievement of harmonious intergroup relationships in the city.

(b)(1) To initiate investigations into the existence of unlawful discrimination in the city which may deny or tend to deny equal access to or opportunity in housing, employment, education, and public accommodations, services and facilities to a person or group because of his/her race, color, sex, age, handicap, religious creed, national origin or ancestry or sexual preference and in connection therewith to hold hearings.

(2) To subpoena witnesses, compel their attendance, administer oaths, serve written interrogatories, take testimony of any person under oath, and require the production of any evidence and/or answers relating to any matter in question or under investigation before the commission. The powers enumerated in this subparagraph (b)(2) may be exercised by a vote of two-thirds (2/3) of the members of the commission only, and in accordance with G.L. Chapter 233, Sections 8 through 11.

(c) To attempt by mediation to resolve any matter over which it has jurisdiction and after investigation of any matter, not resolved by mediation, to make written report of its findings and recommendations to the mayor on any matter within his/her jurisdiction for his/her review and for the implementation by him/her of such of the recommendations of the commission as the mayor deems justified; or, similarly, to the school committee on any matter within its jurisdiction, or to the Massachusetts Commission Against Discrimination (MCAD) on any matter within its jurisdiction; or to any court or other governmental agency having jurisdiction over the matter in question, and in all cases, urging, and using its best efforts to bring about, compliance with its recommendations.

(d) To issue such publications and such results of investigations and research as in its judgment will tend to promote good will and minimize or eliminate discrimination in housing, employment, education, and public accommodations, services, and facilities to a person or group because of his/her race, color, religious creed, national origin, sex, age, handicap, ancestry or sexual preference.

(e) To adopt, promulgate, amend and rescind rules and regulations to carry out the provisions of this article, and the policies and practice of the commission in connection therewith.

(f) To render to the mayor and board of aldermen a full written report of its activities and of its recommendations, not less than once a year.

(g) To obtain upon request and utilize the services of all municipal departments and agencies, unless prohibited by law.

(h) The commission may expend, with the approval of the mayor, such funds as are appropriated for the aforementioned purposes. The commission shall annually prepare an operating budget in a timely manner to permit formulation of an overall department of health and human services budget. (Rev. Ords. 1973, § 2-285; Rev. Ords. 2001, § 14-37; Ord. No. 55, 2-18-75; Ord. No. 79, 7-28-75; Ord. No. 248, 12-5-77; Ord. No. S-140, 12-16-85; Ord. No. X-175, 05-26-05)

#### **Sec. 12-54. Advisory council.**

(a) *Establishment, appointment, term, meetings.* There is hereby established an unpaid advisory council to the commission consisting of twenty (20) members who shall be appointed by the mayor for terms of two (2) years. Six

(6) of the above said members shall be representative of:

- (1) Law enforcement;
- (2) School department;
- (3) Clergy;
- (4) Fair housing or other appropriate civil rights organization;
- (5) Labor union;
- (6) Real estate.

Appointments to unexpired terms shall not be counted as a term for the person appointed. The advisory council shall meet at least four (4) times a year and shall be given notice of all commission meetings. The commissioner of health and human services shall be given notice of advisory council meetings and he/she or his/her designee shall have the right to be present.

(b) *Functions and duties.* It shall be the function of the council to assist and advise the commission in the carrying out of its powers and duties, to serve on such subcommittees as may be created from time to time by the commission, and to aid the commission in obtaining the support of the citizens of Newton in effectuating the policy of this article. The advisory council shall annually elect one of its members as chairperson and may elect other officers as it deems necessary, with the approval of the mayor. (Rev. Ords. 1973, § 2-286; Rev. Ords. 2001, § 14-38; Ord. No. 55, 2-18-75; Ord. No. 70, 7-28-75; Ord. No. S-140, 12-16-85; Ord. No. V-290, 3-20-00; Ord. No. X-175, 05-26-05)

**Editor's note**—As amended in 1975, this section provided for members of the then community relations advisory board to continue as members of the new human rights commission advisory council for the remainder of their terms.

#### **Sec. 12-55. Construction of article.**

The provisions of this article shall be construed liberally for the accomplishment of the purposes thereof, and any ordinance inconsistent with any provision hereof shall not apply, but nothing contained in this article shall be interpreted to contravene the General Laws of the Commonwealth. (Rev. Ords. 1973, § 2-287; Rev. Ords. 2001, § 14-39; Ord. No. 55, 2-18-75; Ord. No. 70, 7-28-75; Ord. No. X-175, 05-26-05)

#### **Secs. 12-56—12-59. Reserved.**

### **ARTICLE VI. YOUTH COMMISSION**

#### **Sec. 12-60. Created; membership; terms; removal; chairperson; officers.**

There is hereby established within the city a youth commission, consisting of seven (7) members to be appointed by the mayor with the approval of the board of aldermen, who shall serve without compensation. Such members shall be residents of the city and shall serve for terms not exceeding three (3) years. All new members shall be appointed for a term of three (3) years, but no member may serve for more than two (2) consecutive terms. Each member shall continue to serve after the expiration of his term until his successor has been appointed and has qualified. Vacancies shall be filled for the period of the unexpired term in the same manner as original appointments. Any member of the commission so appointed may, after a public hearing, if requested, be removed for cause by the appointing authority. The chairperson of the youth commission shall be designated by the mayor, and may be

reappointed for three (3) consecutive terms. Appointments to unexpired terms shall not be counted as a term for the person appointed. The commission shall annually elect one of its members as chairperson and may elect other officers as it deems necessary, with the approval of the mayor. Executive or administrative officers of the city government shall not be eligible to serve on the commission, but may advise it at the request of the mayor. (Rev. Ords. 1973, § 2-315; Rev. Ords. 2001, § 14-57; Ord. No. 81, 7-28-75; Ord. No. X-175, 05-26-05)

**Editor's note**—As amended in 1970 this section provided for the original members to be appointed or staggered terms of one (1), two (2) and three (3) years.

### **Sec. 12-61. Purposes.**

It shall be the purpose of this commission to implement programs which may be designed or established to meet the opportunities, challenges and problems of Newton youth and in conjunction with any similar or related programs of any agency of the Commonwealth or any agency of the federal government, and consonant with the enabling legislation contained in chapter 40, section 8E, of the Massachusetts General Laws. Without limiting the foregoing, it shall also be the purpose of this commission:

(a) To coordinate existing programs and activities carried on by both public and private agencies to a greater extent and to interpret common objectives;

(b) To promulgate policies for the prevention of youth problems in a cooperative and professional effort, to avoid duplications and uncover troublesome areas not now covered, as well as to explore the adequacy of facilities and feasibility of extension thereof;

(c) To create a sense of permanency of action and continuity of purpose for all youth activities.

To effectuate all of the foregoing the commission shall coordinate with the department of health and human services. (Rev. Ords. 1973, § 2-316; Rev. Ords. 2001, § 14-58; Ord. No. 81, 7-28-75; Ord. No. X-175, 05-26-05)

### **Sec. 12-62. Authority to establish rules and regulations.**

The commission may, with the approval of the mayor and the knowledge of the commissioner of health and human services establish its own rules and regulations to assure the greatest effectiveness in its organization and functions consistent with the purpose of this article and the provisions of the aforesaid legislative act. (Rev. Ords. 1973, § 2-317; Rev. Ords. 2001, § 14-59; Ord. No. 81, 7-28-75; Ord. No. X-175, 05-25-05)

### **Sec. 12-63. Meetings; reports.**

The commission shall meet as such not less often than once in every month, excepting July or August. The commission shall keep accurate records of its meetings and actions; shall submit a written report of its plans and actions to the mayor with such frequency and at such times as may be requested, but not less often than annually. A copy of such annual report shall also be transmitted to the board of aldermen and to such state government agency as may by statute be entitled to receive the same. The director of the department of health and human services shall be given notice of said meetings and he or his designee have the right to be present. Four (4) members of the commission shall constitute a quorum and a majority of those present shall be sufficient for any action taken by the commission. (Rev. Ords. 1973, § 2-318; Rev. Ords. 2001, § 14-60; Ord. No. 81, 7-28-75; Ord. No. X-175, 05-26-05)

### **Sec. 12-64. Gifts, grants.**

The youth commission is legally empowered to receive gifts of property, both real and personal, in the name of the city, subject to the approval of the board of aldermen. Such gifts, if any, may be managed and controlled by the commission for the purpose of the aforementioned chapter 391 of the Acts of 1969 only. The commission shall keep

informed and remain cognizant of all state and federal legislation concerning funding and program planning for youth commissions or related activities which may inure to the benefit of the community as a whole. Any federal or state grants and private gifts or donations received for these purposes shall be reflected by the commission in its annual budget to be approved by the mayor and board of aldermen. The commission may expend, with the approval of the mayor, such funds as are appropriated for the purposes stated in section 12-61 of this article. The commission shall annually prepare an operating budget, in a timely manner to permit formulation of the overall department of health and human services budget. (Rev. Ords. 1973, § 2-319; Rev. Ords. 2001, § 14-61; Ord. No. 81, 7-28-75; Ord. No. X-175, 05-26-05)

#### **Sec. 12-65. Advisory board to youth commission.**

(a) The mayor shall appoint, with the advice of the youth commission, an unpaid advisory board to the youth commission consisting of not more than twenty (20) members, five (5) of whom shall be secondary school age, and five (5) others of whom shall be under the age of thirty-five (35) years. Membership of those members of the advisory board, except high school youth, shall include, so far as practicable, persons representative of existing youth agencies, social agencies, clergy, health, education, law and law enforcement, medical, school, recreation and other public or private organizations concerned with youth. The duty of the advisory board shall be to advise the youth commission and offer recommendations in respect to matters concerning Newton youth. This board shall meet at least six (6) times each year. It shall meet with the youth commission at least twice a year for the purpose of communicating to it the results of its deliberations and to present any recommendations.

(b) The five (5) members of the board who are high school youth shall be appointed for a one-year term. The remainder of the board membership shall be appointed for a term of two (2) years. The advisory board shall annually elect one of its members as the chairperson and other officers as it deems necessary with the approval of the mayor. Members of the board may serve for not more than three (3) consecutive terms. (Rev. Ords. 1973, § 2-320, Rev. Ords. 2001, § 14-62; Ord. No. 81, 7-28-75; Ord. No. X-175, 05-26-05)

**Editor's note**—As amended in 1970, this section provided that the original members who were not high school youth were to be appointed for staggered terms of one (1) or two (2) years.

### **ARTICLE VII. HEALTH CARE ADVISORY COMMITTEE**

#### **Sec. 12-66 Establishment; purpose and scope**

There is hereby established a health care advisory committee which shall be an independent advisory body charged with making recommendations to the mayor and board of aldermen regarding ways to control the cost of employee and retiree health insurance while improving or maintaining the quality of health care available to Newton employees and retirees. Specifically, the committee is charged with reviewing the cost and efficiency of Newton's health benefits plan or plans, examining possible alternative methods of securing health insurance for its participants, and investigating possible avenues of providing better medical care and treatment outside of the traditional model at a lower cost, including wellness, prevention and early detection regimens.

#### **Sec. 12-67. Reports and recommendations**

The committee shall issue reports to the mayor and the president of the board of aldermen on its findings. The first such report shall be issued by a date certain as set by the mayor and the president of the board of aldermen. Thereafter, the committee shall issue such reports upon request of the mayor and/or the board of aldermen. (Ord. No. A-7, 10-15-12)

#### **Sec. 12-68 Composition**

(a) The committee shall be comprised of ten (10) members, five (5) of whom shall be appointed by the mayor subject to the approval of the board of aldermen and five (5) of whom shall be appointed by the board of aldermen.

(b) Persons receiving health benefits from the City of Newton shall not be eligible for membership, nor shall any current City of Newton employees, including elected officials. The appointing authorities shall endeavor to select members based solely on their expertise in the fields of health care, finance, insurance and related disciplines and their willingness to serve. In particular, the Committee should include at least one actuary and at least one medical professional.

**Sec. 12-69. Term**

Duly approved members shall be appointed for a term of three (3) years, with terms staggered, so that no more than four members' terms expire in any given year.

Terms for initial appointments to the committee shall be staggered as follows so that no more than four members' terms expire in any given year: three (3) for a term of one year; three (3) for a term of two years; and four (4) for a term of three years. Thereafter, members of the committee shall be appointed for a term of three years. (Ord. No. Z-97, 11-07-11)